

ARTICLE V – THE BARUCH COLLEGE STAFF COUNCIL

A. Purpose and Scope

There shall be a Baruch College Staff Council to represent, promote, and protect the interests of all non-teaching staff members of the College. The Staff Council shall seek to improve the quality of life and professionalism of non-teaching staff members; strengthen the institution; advance the College mission; and enhance the delivery of services.

The Staff Council shall operate independently of the Faculty Senate and shall not duplicate its functions.

B. Membership

Membership in the Staff Council shall be open to all full-time staff employed at Baruch College, including but not limited to Higher Education Officers (HEOs), College Laboratory Technicians (CLTs), and Classified employees.

The Council shall consist of elected representatives from each administrative division of the College, apportioned proportionally based on the number of eligible staff in each division. The Council may also include at-large members to ensure broad representation.

C. Officers and Elections

Elections shall be conducted annually in the spring semester by a Staff Elections Committee appointed by the Council. The Committee shall oversee nominations, balloting, and certification of results.

Nominations shall be submitted in writing by eligible staff members no later than March 15. Each nominee must confirm their willingness to serve prior to being placed on the ballot.

Ballots shall be distributed to all eligible staff by April 1, and voting shall be completed by April 15. In the case of a tie, a runoff election shall be held within two weeks.

All eligible staff shall have the right to vote and to stand for election. Interim vacancies shall be filled by nomination and majority vote of the Council, with preference given to maintaining divisional representation.

D. Powers and Responsibilities

1. The Staff Council shall seek to improve the quality of life and professionalism of non-teaching staff members; strengthen the institution; advance the College mission; and enhance the delivery of services.

2. To provide non-binding recommendations to the College administration on quality of life and professionalism of non-teaching staff members; strengthening the college; advancing the College mission and the delivery of services;

3. Nominate or appoint staff representatives to School and College-wide committees where it is consistent with this Charter and the bylaws of such bodies;
4. Organize professional development, recognition, and community-building activities for staff;
5. Maintain open channels of communication with other governance bodies, including the Faculty Senate and Student Governments.

E. Meetings and Procedures

The Staff Council shall meet at least once per month during the academic year. Special meetings may be called by the Chair or upon petition of at least one-third of the Council membership.

The Council shall adopt its own bylaws and rules of procedure, consistent with this Charter and subject to review by the General Faculty.

F. Reporting and Transparency

The Staff Council shall submit an annual report of its activities, recommendations, and membership to the President of the College and to the General Faculty. All reports and meeting minutes shall be archived and made accessible to the College community.